

CONTRACT #10
RFS # 332.40-01-07

University of Tennessee
UT Chattanooga

VENDOR:
Sports Care Chattanooga



October 2, 2006

THE UNIVERSITY of TENNESSEE

Vice President for Administration and Finance

711 Andy Holt Tower
Knoxville, TN 37996-0174
Phone: (865) 974-2243
Fax: (865) 974-1324

RECEIVED

OCT 03 2006

FISCAL REVIEW

Mr. Jim White
Executive Director
Fiscal Review Committee
320 Sixth Avenue, North - 8th Floor
Nashville, TN 37243-0057

Dear Mr. White:

The University of Tennessee is submitting the following non-competitively bid contract exceeding \$250,000 for review in accordance with Public Chapter 413, Public Acts of 2003:

Contract with Sports Care Chattanooga

On July 21, 2005, the University initiated a competitive bidding process to obtain student health services for the period of August 15, 2005 through August 16, 2006. The campus previously provided health services using university employees.

The use of a third party provider was successful and the campus issued another RFP to competitively bid for services for the next five years. The second RFP took longer than expected due to staffing changes and subsequent negotiations with the successful bidder (also Sports Care Chattanooga). As a result of this unexpected situation, the campus extended the initial contract by one month so students would not be without health coverage. The original contract was for \$229,000. The amended contract includes \$60,000 for an additional one month of service and \$34,882.71 to reimburse Sports Care Chattanooga for unpaid student accounts receivables. As amended, the contract totals \$315,882.71 and has a contract period of 13 months, which is why the contract is now before the Fiscal Review Committee for review.

We apologize for the lateness of the contract. At the time the second RFP process was started the campus fully believed there would be no lapse in coverage. This assumption proved erroneous and steps were taken to prevent a lapse of coverage. This assumption coupled with our belief that because the initial contract was competitively bid, we did not need to submit the contract amendment for review, resulted in our not filing the amendment with the committee in a timely manner.

Please let me know if you or others have questions or need additional information.

Sincerely,

Sylvia Shannon Davis
Vice President for Administration and Finance

Attachment

c: Dr. John D. Petersen
Dr. Roger Brown (UTC)

Dr. Richard Brown (UTC)
Mr. Anthony Haynes

Ms. Deborah Parker (UTC)

CONTRACT SUMMARY SHEET

021406

RFS #				Contract #			
332.40-01-07				N/A			
State Agency				State Agency Division			
University of Tennessee				UT Chattanooga			
Contractor Name				Contractor ID # (FEIN or SSN)			
Sports Care Chattanooga				<input type="checkbox"/> C- or <input checked="" type="checkbox"/> V- 20-3250809			
Service Description							
Provide student health services							
Contract BEGIN Date		Contract END Date		Subrecipient or Vendor?		CFDA #	
8/15/2005		9/14/2006		Vendor		N/A	
Mark Each TRUE Statement							
<input type="checkbox"/> N/A Contractor is on STARS				<input checked="" type="checkbox"/> X Contractor's Form W-9 is on file in Accounts			
Allotment Code	Cost Center	Object Code	Fund	Funding Grant Code	Funding Subgrant Code		
332.40	N/A	N/A	N/A	N/A	N/A		
FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount		
2006				\$ 192,500.00	\$ 192,500.00		
2007				\$ 122,382.71	\$ 314,882.71		
					\$ -		
					\$ -		
					\$ -		
TOTAL	\$ -	\$ -	\$ -	\$ 314,882.71	\$ 314,882.71		
— COMPLETE FOR AMENDMENTS ONLY —				State Agency Fiscal Contact & Telephone #			
FY	Base Contract & Prior Amendments	THIS Amendment ONLY	Sylvia Davis, 865-974-2243				
2006	\$ 192,500.00	\$ -	State Agency Budget Officer Approval Sylvia Shannon Davis, VP Administration and Finance				
2007	\$ 27,500.00	\$ 94,882.71					
			Funding Certification (certification required by T.C.A., § 9-4-5113, that there is a balance in the appropriation from which the obligated expenditure is required to be paid that is not otherwise encumbered to pay obligations previously incurred)				
TOTAL	\$ 220,000.00	\$ 94,882.71					
End Date	08/14/06	09/14/06					
Contractor Ownership (complete only for base contracts with contract # prefix FA or GR) N/A							
<input type="checkbox"/> African American	<input type="checkbox"/> Person w/ Disability	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Small Business	<input type="checkbox"/> NOT disadvantaged			
<input type="checkbox"/> Asian	<input type="checkbox"/> Female	<input type="checkbox"/> Native American	<input type="checkbox"/> OTHER minority/disadvantaged—				
Contractor Selection Method (complete for ALL base contracts— N/A to amendments or delegated authorities)							
<input checked="" type="checkbox"/> RFP	<input type="checkbox"/> Competitive Negotiation		<input type="checkbox"/> Alternative Competitive Method				
<input type="checkbox"/> Non-Competitive Negotiation	<input type="checkbox"/> Negotiation w/ Government(eg, ID, GG, GU)		<input type="checkbox"/> Other				
Procurement Process Summary (complete for Alternative Method, Competitive Negotiation, Non-Competitive Negotiation, OR Other)							
<p>The original and subsequent contracts were competitively bid. This non-competitive amendment bridged the one-month period not covered by the competitively bid process.</p>							

**THE UNIVERSITY OF TENNESSEE
REQUEST: NON-COMPETITIVE AMENDMENT**

APPROVED:

UT System Office Approval

Date

EACH REQUEST ITEM BELOW MUST BE DETAILED OR ADDRESSED AS REQUIRED.

1) **UT Tracking Number:** UT Purchase order 5500001200

2) **Campus/Institute Name:** University of Tennessee at Chattanooga

EXISTING CONTRACT INFORMATION

3) **Short Description:** Provide Student Health Services

4) **Proposed Vendor:** Name: Sports Care Chattanooga

Vendor Number: 1074019

Vendor ID: 20-3250809

5) **Contract #** PO 5500001200

6) **Contract Start Date:** 08/15/05

7) **Current Contract End Date IF all Options to Extend the Contract are Exercised:** 09/14/06

8) **Current Total Maximum Cost IF all Options to Extend the Contract are Exercised:** \$314,882

PROPOSED AMENDMENT INFORMATION

9) **Proposed Amendment #** 1

10) **Proposed Amendment Effective Date:** 08/14/06

11) **Proposed Contract End Date IF all Options to Extend the Contract are Exercised:** 09/14/06

12) **Proposed Total Maximum Cost IF all Options to Extend the Contract are Exercised:** \$314,882

13) **Approval Criteria:**
(select one)

☐ use of Non-Competitive Negotiation is in the best interest of the university

☒ only one uniquely qualified service provider able to provide the service

14) **Description of the Proposed Amendment Effects & Any Additional Service**

Extend the validity period by one month, increase price to \$314,882 (\$60,000 to cover extension period and \$34,882.71 to cover

unpaid student receivables.
15) Explanation of Need for the Proposed Amendment:
16) Name & Address of Vendor/Contractor's Current Principal Owner(s): (not required if proposed contractor is a state education institution)
Sports Care Chattanooga, 12908 Old Dayton Pike, Soddy Daisy, TN 37379
17) Documentation of Office for Information Resources Endorsement: N/A (required <u>only</u> if the subject service involves information technology)
18) Documentation of Department of Personnel Endorsement: N/A (required <u>only</u> if the subject service involves training for state employees)
19) Documentation of State Architect Endorsement: N/A (required <u>only</u> if the subject service involves construction or real property related services)
20) Description of Procuring Agency Efforts to Identify Reasonable, Competitive, Procurement Alternatives :
The Student Health Service was originally bid and this vendor awarded the PO, which is being modified
21) Justification for the Proposed Non-Competitive Amendment :
Extention of the original PO needed to allow time to complete degotiation of new agreement (new requirement was bid and Sports Care of Chattanooga won the award) The additional money needed to fund the extention and to pay for unpaid student receivables.

APPROVALS:

\$50,000 or Less

Department Head or Designee

Date

Campus/Unit Purchasing Officer or Designee

Date

Chancellor/Chief Business Officer or Designee

Date

Additional Approval (System) -- Greater than \$50,000

Vice President or their Designee

Date

Additional Approval -- \$250,000 or Greater

Vice President for Administration and Finance or Designee

Date

THE UNIVERSITY OF TENNESSEE

Purchasing Department
615 McCallie Ave.
Chattanooga, TN 37403

Ship To:

C/O Linda Gehron
Student Development
Rm. 216 University Center
651 Vine St.
Chattanooga, TN 37403

Framework Purchase Order

Information

Date: 08/15/2005
Framework PO #: 5500001200
Payment Terms: Within 30 days Due net
Delivery Date: 08/15/2005
F.O.B. U.T. Destination
Buyer: Marcene Weddington
Phone: 423-425-4463
Fax: 423-425-5332
Validity Dt: From 08/15/2005 To 08/14/2006
Collective Number: 10021138

Vendor Address

Vendor No. 1074019
Dr. Dave Jenkinson
SPORTS CARE - CHATTANOOGA
12908 OLD DAYTON PIKE
SODDY DAISY TN 37379

Bill To:

Student Development
Dept. #1951
615 McCallie Ave.
Chattanooga, TN 37403

Item	QTY	UM	Material/Description	Price Per Unit	Net Amount
00001	1	LOT	<p>Per UTC's Request for Proposal Collective Number 10021138 dated 7/21/05 and your Quote dated 8/1/05 including the revisions to the RFP in your letter dated 8/11/05, furnish the requirements specified below:</p> <p>Student Health Services</p> <p>for the period 8/15/05 - 8/14/06.</p> <p><u>REVISIONS TO THE PROPOSAL ARE AS FOLLOWS:</u></p> <p>Base funding from the University = \$220,000.00</p> <p>Sliding scale for uninsured students - \$0.00-\$30.00 for Health Service visits</p> <p>Initial staff will include at least one registered nurse.</p> <p>Work with College of Health, Education and Professional Studies to do initial screening for all students as required for practicums and intern placements; work on transition plan for records to become HIPPA compliant.</p> <p>The University will make two (2) equal payments - one on September 1, 2005 and the second on January 2, 2006, for services rendered.</p>	220,000.00	220,000.00

This order is issued subject to the terms and conditions stated or referenced hereon and those contained in any referenced RFP.

Signature _____

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Item	QTY	UM	Material/Description	Price Per Unit	Net Amount
			CERTIFICATE OF INSURANCE Please submit required insurance certificate(s) to Student Development (Mary Lynn Williamson) before commencing any work at UTC.		
			Total Net Amount without Tax USD		=====
			UTC's Technical Contact: Mary Lynn Williamson (423) 425-4244		220,000.00
			The University of Tennessee conforms to all applicable rules, regulations and relevant orders of the Secretary of Labor. Affirmative action clauses and supporting regulations are incorporated by reference. 41 C.F.R. 60:1,4 sections 60-250.22, 60-741.22 and C.F.R. 61-250.10.		

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Chattanooga, TN 37403

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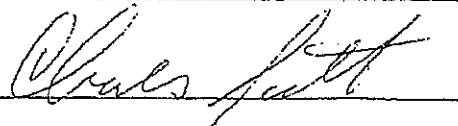
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Item	QTY	UM	Material/Description	Price Per Unit	Net Amount
			CHANGE ORDER 1 FOR PO 5500001200		
			EXTEND VALIDITY PERIOD BY ONE MONTH TO 9/14/2006 AND INCREASE NET PRICE BY \$60,000 TO \$280,000		
			ADD LINE ITEM 0002 UNPAID STUDENT RECEIVABLES OF \$34,882.71		
			REASON: TIME EXTENTION AND INCREASE IN NET PRICE OF LINE ITEM 00001 TO ALLOW TIME TO COMPLETE NEGOTIATION OF NEW AGREEMENT. LINE ITEM 0002 ADDED TO ALLOW FOR COLLECTION OF UNPAID STUDENT BILLS.		
00001	1	LOT	Student Health Services	280,000.00	280,000.00
00002	1	LOT	Unpaid student receivables	34,882.71	34,882.71
			Total Net Amount without Tax USD		===== 314,882.71

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